



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Deputy Chancellor of Operations
Office of Technology

Computer Donation Guidelines

Updated January 2014



DCPS Computer Donation Guidelines

Thank you for considering DC Public Schools for your charitable technology donation! Please review this guide prior to contacting DCPS in regards to a computer donation.

- DCPS has developed the attached computer donation policy in conjunction with the DC Office of the Chief Technology Officer (OCTO) in order to ensure that the total cost of ownership of any given donation does not become burdensome to the recipient school.
- DCPS will only accept computers and peripherals that meet the attached specifications and are in good working condition, with all parts, accessories and software necessary to function. The school/department receiving the donation is responsible for purchasing any missing peripherals.
- Computers more than 5 years old from date of manufacture are considered “end of life” and will not be accepted, regardless of model or condition.
- DCPS has standardized on Dell OptiPlex desktop and Latitude laptop models for both staff and students.
- Apple computers may be donated specifically to support science, technology, arts and math curriculum needs where appropriate. Please note that Apple computers are incompatible with many enterprise systems currently in use by DCPS staff.
- If you would like to donate any other forms of technology, please contact the Donations office and your request will be routed to appropriate office for review.

Specifications & Preferred Models

Computer Minimum Specifications

COMPUTER TYPE	PROCESSOR	MEMORY	HARD DRIVE	SYSTEM AGE
Windows	Intel Core Duo 2.0 GHz	4 GB	80GB	Max. 5 years
Mac	Intel Core Duo 2.0 GHz	4 GB	80GB	Max. 5 years

Standard (Preferred) Models

Make	Model
Dell	Latitude (laptop), OptiPlex (desktop)
Apple	MacBook, iMac
Apple	iPad 2 and up